

ORGANIZATION AND STAFFING  
PROFESSIONAL MEDICAL PERSONNEL

<u>Job Title</u>	<u>Number FTE</u>
<u>Pharmacy Consultant</u>	<u>1</u>

Under the supervision and direction of the Program Administrator this person must:

1. Be knowledgeable of the prescription drug program.
2. Review prescription drug claims as necessary.
3. Interpret policy relating to the prescription drug program.
4. Correspond with pharmacy providers regarding policy or claim questions.
5. Review program policies and suggest changes or modifications as required.
6. Provide consultation to staff in regard to the prescription drug program.
7. Monitor the DUR contractor activities and results.

This person must be licensed as a Registered Pharmacist in the State of South Dakota.

<u>Program Specialist II</u>	<u>1</u>
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Under the supervision of the program administrator this person is responsible for:

1. Review and authorization of all services requiring prior authorization.
2. Monitoring of the early, periodic screening, diagnosis, and treatment program.
3. Supervision of the Nurse Consultant that performs UR functions for specialized units of acute care hospitals.
4. Assisting the Medical Consultant in the review of questionable claims.
5. Interpret policies regarding medical questions on a daily basis.
6. Review of program policies and suggest changes as necessary.

This individual must be licensed as a Registered Nurse in the State of South Dakota.

TN No. 98-015  
Supersedes  
TN No. 90-01

Approval Date 7/13/93

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Nurse Consultant

1

Under the supervision and direction of the Program Specialist II above this person is responsible for:

1. Determining medical necessity for admissions, and authorization of admissions, to specialized units of acute care hospitals in South Dakota.
2. Determining medical necessity for continued stays in specialized units of acute care hospitals in South Dakota.
3. Working closely with physicians and other medical professionals involved in the care of patients.
4. Attending and participating in patient care conferences.
5. Recommending appropriate, cost effective post discharge care by working with physician and hospital discharge planner.
6. Generating reports to monitor the effectiveness of the program.

This individual must be licensed as a Registered Nurse in the State of South Dakota.

Medical Consultant

1 PT

Provide consultation for and review of medical findings, treatment, and rehabilitative services for eligible clients; review claims as necessary for medical necessity, appropriate services, etc.; and assist the Program Administrator in the development of policy and program content of the Medicaid Program.

This individual must be a licensed medical doctor in the State of South Dakota.

Dental Consultant

1 PT

Review questionable dental claims to determine whether the service is necessary and/or payable under the program; act as a consultant to other staff with questions relating to dental treatment or policies; assist in the development of policy for the Medicaid program; evaluate orthodontic treatment plans; and act as a liaison with the state Dental Association.

This individual must be a licensed dentist in South Dakota.

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